



County of San Bernardino

INTEROFFICE MEMO

DATE February 23, 2004

PHONE 387-5418

 FROM **WALLY HILL**
 County Administrative Officer

 TO **MEMBERS**
 Board of Supervisors

 SUBJECT **CAO MONTHLY STATUS REPORT – FEBRUARY 2004**

Beginning with this monthly report, the information provided by departments will be organized by the Board's adopted organizational priorities. At such point that the Board adopts a more specific list of organizational objectives, the monthly report will include the status of each of those objectives.

ECONOMIC DEVELOPMENT

New: Year 2004-05 Consolidated Housing, Economic and Community Development Needs Identification Report and Citizen Participation Plan (Tom Laurin, ECD, 388-0808)

ECD held a public hearing on February 24, 2004, to consider the recommended update to the county's CDBG Needs Identification Report and Citizen Participation Plan. This hearing was required by HUD regulations to allow citizen participation in the updating of the county's 2000-05 Consolidated Plan.

New: Collaborative Partnership with Human Services System (Barbara Halsey, JESD, 388-4389)

JESD entered into a collaborative partnership with the Human Services System to assist eligible CalWORKs and Welfare-to-Work customers in finding and retaining work, becoming self-sufficient, and contributing to the economic stability of the county. JESD will receive \$5,150,000 in Welfare-to-Work State Match funds to provide short-term vocational training and employment services for 1,000 eligible project participants through June 30, 2004.

New: Rapid Response Grant Award (Barbara Halsey, JESD, 388-4389)

San Bernardino County received a Rapid Response grant award for \$504,906 from the State Employment Development Department. Grant funds will be used to support countywide activities undertaken in response to layoffs and closures of local businesses; offset the costs of developing and publishing the *Occupational Outlook* and *5-Year Jobs Outlook*; and implement a collaborative project with Riverside County to inform public sector human resource personnel, department heads, and organized labor about outplacement services available to them in the event of substantial layoffs. The funding is available through September 30, 2004.

CAO Monthly Status Report

February 23, 2004

Page 2

Update: California Speedway Event Center Planned Development Revision (Michael Hays, Land Use Services, 387-4141, Julie Rynerson 387-4146)

The Speedway has announced that it has been approved to host a second NASCAR event as one of their already approved six premier race weekend events. The second race will be held in September 2004, on the Labor Day weekend. It is anticipated the race may start as late as 4:00 p.m., and will require that the track have lights.

The Speedway has initiated construction to install permanent lights on the racetracks, and will use temporary lights in the parking areas until the permanent lights are installed in a nine-phase project.

The approved revision does require the applicant to return to the Planning Commission with a report on noise mitigation and standards. This will be completed during the first months of 2004.

Update: Kaiser Commerce Center Specific Plan Amendment No. 2 (Michael Hays 387-4141, Land Use Services, Julie Rynerson 387-4146)

Catellus Corporation (CCG Ontario, LLC) continues cleanup and development of the old Kaiser Steel Mill slag piles that are located north of Interstate 10 and east of Etiwanda Avenue. When fully developed, the project area will contain approximately 15 large industrial warehouses and an "autoveyor" intermodal train to truck shipping complex.

Currently, there are six completed warehouses in the Kaiser Commerce Center. Two more warehouses were recently approved and one of these has commenced construction. In addition, there are a total of five separate overflow truck/trailer storage yards proposed along San Bernardino Avenue. Planning staff anticipates applications for six additional buildings in the near future. In an associated action, CCG Ontario, under the direction of California Department of Toxic Substance Control (DTSC), has commenced the construction of the final closure cap for the Kaiser Landfill located in the east slag pile.

Update: Initial Feasibility Study for New Redevelopment Project Areas (John Nowak, RDA, 381.7983)

GRC Redevelopment Consultants, Inc. has completed the initial feasibility study for the Cedar Glen area, with the report given to the Third District Supervisor's office. Action was presented to the Agency Board on February 24. The remaining study areas will be completed in early April.

New: Agency Assistance to New Business (John Nowak, RDA, 381.7983)

The agency has presented an assistance package combining efforts from JESD and ECD to a company proposing to relocate to the San Sevaine area. The company has indicated an interest to increase their initial activities, which would create up to 40 new jobs and generate substantial sales tax revenues to the county. This is the agency's first direct assistance package to a new business in the project area.

Update: Sale of 44 Acres on Central Avenue, West of Tippecanoe, near SBIA in San Bernardino (Dave Slaughter, Real Estate Services, 387-7837)

Discussions continue with the Inland Valley Development Authority (IVDA) regarding the sale of the referenced 44 acres. IVDA had suggested additional changes to the original proposal, most of which have been rejected by county staff. The purchase will now be structured with a 25% down payment and a note, at 6% interest, for the balance of the purchase price. The note will be secured by a deed of trust and be payable to the county in equal annual installments over four years. The county will have the right at anytime to call for the balance to be paid in full with six months notice. The deed of trust will allow for partial reconveyances to IVDA based on a percentage of the total principal payments to the note, but not more than 50% of the 44 acres.

ENHANCED QUALITY OF LIFE

Update: Museum Exhibitions/Presentations (Robert L. McKernan, Museum, 798-5719)

"Outdoor Adventures in San Bernardino County," an exhibit of photographs from the museum archives, continues in the Schuiling.

New: Cucamonga Guasti Regional Park - Trout Derby – February 28, 2004 (Ken Miller , Public Works, 387-7906, Thomas Potter, Regional Parks, 387-2340)

Saturday, February 28, 2004 – 7:00 a.m. – 3:00 p.m. One of the trout derbies in a six derby series with Riverside County Regional Parks and Open Space District; great prizes include goodie bags (provided by Turner's Outdoorsman) and cash prizes (provided by Regional Parks).

New: Camping reservations (Thomas Potter, Regional Parks, 387-2340)

Regional Parks, with camping facilities, take reservations seven days a week from 9:00 a.m. – 4:00 p.m. This reservation policy change was made to provide better customer service.

New: Mojave Narrows Regional Park – Best of the Desert (Thomas Potter, Regional Parks, 387-2340)

Mojave Narrows Regional Park was voted one of the Top High Desert Favorites in the Best Park Category in the recent *Daily Press* poll of its readers. On Thursday, January 29, the *Daily Press* featured a special tabloid edition containing the results of the Best of the Desert reader survey.

Update: County Service Area 63 (Oak Glen) Community Park Construction Project (Jeff Rigney, Special Districts, 387-5941)

County Service Area 63 (Oak Glen) applied for and received Proposition 12 funding to construct a new community park for the Oak Glen Community. The project is currently in design by a landscape architect. Community meetings are being held to obtain community input for the design of the park. The facilities will include nature trails; tot lot; group and individual picnic shelter areas.

Estimated Project Cost	\$500,000
Estimated start date:	June 2004

CAO Monthly Status Report

February 23, 2004

Page 4

Update: County Service Area 9 (Phelan) construction of a new regional park facility (Jeff Rigney, Special Districts, 387-5941)

County Service Area 9 (Phelan) applied for and received Proposition 12 funding to construct a new regional park for the Phelan Community. This park will consist of 2.1 acres and include a tot lot, skateboard park, baseball court, public and individual picnic shelters, a horseshoe pit, and public restrooms. The environmental requirements have been completed, the land has been acquired and the design is 80% complete. Planning Division of Land Use Services is currently reviewing the project.

Estimated project cost:	\$400,000
Estimated start date:	May 2004

LONG RANGE PLANNING

Update: Lewis Operating Company (Michael Hays 387-4141, Land Use Services, Julie Rynerson 387-4146)

A General Plan Amendment application has been submitted requesting to change the Land Use District from Agriculture to Single-Family Residential, and the Improvement Level change from IL-4 to IL-2 with a Tentative Tract to create 358 residential lots and 6 lettered lots in 4 phases on 249 acres. The site is within the Sphere of Influence of the Town of Apple Valley, and is located between Deep Creek Road and Mockingbird Road, and is bisected by Ocotillo Way. The initial environmental study is under preparation and applicant-submitted technical reports are under review. More than 90 letters of opposition have been received from surrounding property owners thus far. The applicant recently requested the project be placed 'on hold' until further notice while they explore design alternatives.

Update: General Plan Update - Community Meetings, (Michael Hays, Land Use Services, 387-4141, Randy Scott 387-4147)

The summer and fall community meetings were held throughout the county to solicit public input in developing a vision for the updated General Plan. The second round of public meetings to verify and refine the draft vision statement began in January 2004, and will last for approximately two months. Following final public input, the vision statements will be forwarded to the Board for review, which is anticipated to occur in late winter-early spring. Minutes of all of the community meetings are posted on the General Plan Update website at www.sbcountygeneralplan.net. Other information about the update is also available on the website.

PUBLIC HEALTH

Update: Influenza epidemic (Jim Felten, Public Health, 387-9146)

The influenza epidemic appears to have peaked for this year's flu season. As of January 12, there have been 35 positive identifications of influenza A based on specimens submitted by hospitals and clinics in San Bernardino County. The submission of specimens greatly increased during the week of November 30 to December 6 causing hospital emergency rooms to become heavily impacted. The peak of the epidemic occurred the following week, December 7 to December 13 when 22.2 percent of all emergency room visits were due to influenza like illness. Normally, this number is less than 8 percent.

As a result of public awareness of the flu epidemic, supplies of flu vaccine were depleted in late December. However, additional flu vaccine has become available for children ages 6-23 months and for children over age 4 and adults. The vaccine is still recommended for high-risk individuals because flu cases may still occur.

New: Child Passenger Safety Award (Jim Felten, Public Health, 387-9146)

On January 2, 2004, the California Office of Traffic Safety presented an Achievement Award to the San Bernardino County Department of Public Health, Child Passenger Safety Program, for its exemplary service in advancing the knowledge of occupant protection in San Bernardino County. The San Bernardino County Department of Public Health advanced awareness of the long-standing and new laws pertaining to seat belt usage, car bed, infant car seat, toddler car seats and booster seats, through sophisticated mix of billboards, multilingual information, handouts, media stories, interviews, and direct outreach.

PUBLIC SAFETY/SAFE COMMUNITIES

New: Department of Public Works' Recovery Efforts Following Christmas Day Storm (Ken Miller 387-7906, Public Works, Ken Eke 387-7995)

As a result of the Christmas Day storm, 33 flood control basins, City Creek, and Almond Intercept Channel were filled with mud and debris. A section of San Sevaine Channel was undermined and sustained major damage. By 10:00 p.m. Christmas night, the department's initial damage assessment showed that these basins were filled anywhere from 20% to 100% of their capacities.

These basins, mostly located at the foothills, from San Antonio Heights Community to the City of Highland, play critical roles and act as the first line of defense for flood protection.

By noon on Friday, December 26, a contractor had been engaged at San Sevaine Channel to repair the damaged Channel and work began immediately. At 10:00 a.m. Sunday, December 27, department personnel were meeting with state officials regarding department's request for assistance. That request was approved later that day; and by noon on Monday, December 29, the first set of Army Corps of Engineers' Contractors had mobilized and was working at various district facilities.

New: Sediment and Debris Removal (Ken Miller, Public Works, 387-7906, Jim Borcuk 387-7962)

The U.S. Army Corps of Engineers has obtained emergency flood fighting and restoration funds (\$9.5 million), which are being used to remove sediment and debris from many Flood Control District dams and basins, impacted by the wildfires. All of the emergency basin work is being conducted around-the-clock in an effort to provide adequate basin capacity as soon as possible. Other than minor cleanup work, all 34 basins have been cleared of debris as of February 13, and are ready to accept debris flows from any further storm events this winter.

Update: Perchlorate Mid Valley (Peter Wulfman, Solid Waste Management, 386-8703)

The Regional Water Quality Control Board (RWQCB) has sent a response to our submittal of findings from the drilling of the wells and have asked for five new wells. Staff is reviewing. The

CAO Monthly Status Report

February 23, 2004

Page 6

City of Rialto has sued (per the newspaper) and named a slew of parties including the county, but not Goodrich.

Update: Bark Beetle Waste (Peter Wulfman, Solid Waste Mangement, 386-8703)

The fee of \$35.34 per ton went back into effect January 19. Micro saw mill operators are setting up on the hospital site as the effect of the new fee spurns private enterprise. This will cause more productive uses of the bark beetle wood.

Update: Construction of Muscoy Fire Station No. 75 (Jeff Rigney, Special Districts, 387-5941)

Bids on for this project came in \$200,000 over budget. This project is on hold until more is known on the State budget and how district budget will be effected.

Estimated cost:	\$1.5 million
Estimated start date:	On hold

NEW: Implementation of AB 636 in San Bernardino County (Cathy Cimbalo, Children's Services, 388-0242)

AB 636, chaptered in 2001-02, addressed the Child Welfare Services delivery system statewide. Implementation of the law's requirements recently commenced. Essentially, the intent of the legislation is the improvement of child welfare services to families and an increase in the accountability of the service delivery system. This will be accomplished through an ongoing process of data collection and analysis, development of a "self improvement plan" by each county, and ongoing monitoring of services to identify outcomes and any need for program changes. The community will be involved throughout the process. Collaboration by public and private community stakeholders to identify the current status of local services delivery and their participation with the self improvement plan process and monitoring activity is critical in this effort. The department is currently forming teams comprised of staff, agency partners and community stakeholders that will focus on the significant implementation factors. Updates will be provided in this report that chronicle the progress of this system change.

Update: High Desert Juvenile Detention and Assessment Center (Dan Ojeda, Architecture and Engineering, 387-5025)

In the last month the contractor continued with a lot of the same work as previously mentioned. Also, after rejecting the previous bids for the off-site sewer line to serve the facility (due to an abnormality in the lowest bid), the work will be re-bid in February 2004. The general contractor has recognized that certain subcontractors are behind schedule and may schedule double shifts for the subcontractors until the schedule is made up. Overall construction is approximately 87% complete.

Total project cost estimate:	\$31,260,000
Expected completion date:	June 30, 2004

Update: Juvenile Dependency Court and Department of Children's Services Building (Dan Ojeda, Architecture and Engineering, 387-5025)

In the last month the contractor continued to work on the wood framing of interior walls, erection of the masonry detention cell walls, and erection of the entryway and other structural steel beams. Other work also completed included site work and landscaping.

Total project cost estimate:	\$5,100,000
Construction cost estimate:	\$4,225,000
Expected completion date:	June 30, 2004

ROADS/TRANSPORTATION/INFRASTRUCTURE

New: Roadway Cleanup from the Christmas Day Storm (Ken Miller, Public Works, 387-7906, Ken Guidry 387-8039)

Less than two months after the Old and Grand Prix Fires, a storm on Christmas Day dumped up to 6.18-inches of rain on the fire ravaged foothills. The three hardest hit areas were Lytle Creek, Devore and Waterman Canyon.

In the Lytle Creek area, Lytle Creek Road was closed to all but local and emergency traffic for five days due to flooding and mudslides. The two pipes at the road crossing at Lytle Creek were blocked by rocks and fire debris, with the storm water crossing the road at a low spot to the north of the pipes. A portion of the pavement was lost due to erosion at the outlet of the pipes. Approximately 10,000 cubic yards of mud and debris was removed from various locations along the road. Glen Helen Parkway, between Lytle Creek Road and I-15 remains closed to all traffic due to damage at the Lytle Creek crossing. The four 6-foot diameter pipes were completely filled with rocks and debris that could not be removed. The pipes will be removed and a temporary dip crossing will be constructed, with permanent repairs to be constructed after the end of the storm season.

In the Devore area, Greenwood Ave. was inundated with rocks, mud and debris. This material came from a small canyon northerly of the terminus of the road. Approximately 20,000 cubic yards has been removed, with a portion along the edge left to protect properties in future storms. Approximately 2,000 cubic yards of mud and debris was removed from Foothill St. and Deercrest Dr. where natural drainage courses cross the roads. Minor amounts of debris were removed from other roads and drainage inlets throughout the community.

In Waterman Canyon, Old Waterman Canyon Road remains closed to all but local and emergency traffic due to storm damage to the roadway and bridges. All of the five bridges (four County, one City of SB) were damaged. Rock, mud and debris have been cleaned out of the County's four bridges and the streambed was re-channeled both upstream and downstream. Approximately 3,000 cubic yards of rock, mud and debris was removed from various locations along the road. Approximately 10 – 20 cubic yard loads of trees have been stockpiled for removal. There are number of areas that the pavement has been partially eroded away and some area will require extensive work to rebuild. Shoulder repair will be needed along much of the road. An engineering firm that had volunteered their services after the flooding was requested to inspect the bridges and report on their structural integrity. They have inspected the bridges and are in the process of doing the analysis.

CAO Monthly Status Report

February 23, 2004

Page 8

In Forest Falls, approximately 3,500 cubic yards of rock, mud and debris was removed from various locations along Valley of the Falls Drive. In Rimforest, approximately 140 cubic yards of rock, mud and debris was removed from various roads in the community. In the Cedar Glen area, approximately 550 cubic yards of rock, mud and debris was removed from various roads in the community.

Update: San Sevaine Creek Water Project, Bureau of Reclamation, San Sevaine Basin No. 5 (Ken Miller, Public Works, 387-7906. Bill Collins 387-7983)

As of the end of December, the project is about 27% complete. The contractor has been paid about \$2.3 million of the \$9.5 million authorized contract. The project has been delayed by Teamster strikes, the Grand Prix Fire, rains, high winds, trash debris uncovered in the excavation, and flood damage from the rains over Christmas. The contractor anticipates completing the contract in October of 2004, which is ahead of our extended contract completion date in January 2005. The contractor has filed notice of potential claims for both flood damage and trash removal cleanup estimated to be about \$100,000 total. The contractor maintains adequate equipment, personnel, and dust control for the project. Only two minor complaints (excessive water use and vibrations from heavy equipment) have been received. No complaints have been reported to date for noise or dust, which was expected for this project which borders the 15 and 210 freeway interchange.

New: Crystal Creek Road, Rabbit Springs Road and Roundup Way--Road Rehabilitation Project (Ken Miller, Public Works, 387-7906, Jerry Ivy 387-7920)

On January 13, 2004, the Board of Supervisors awarded a \$536,978 contract to Yeager Skanska, Inc. for a road rehabilitation project on Crystal Creek Road, Rabbit Springs Road and Roundup Way in the Lucerne Valley and Apple Valley areas. The Crystal Creek Road and Roundup Way portions of the project will cost about \$390,048 and are funded using Measure "I" funds. The Rabbit Springs Road portion of the project will cost about \$146,930, and is funded using Federal Community Development Block Grant (CDBG) funds. It is anticipated that construction will commence in February and be completed within a month.

Update: County Service Area 70, Improvement Zone L (Pinon Hills/Phelan) Well 14 (Tom Sutton, Special Districts, 387-5967)

September 9, 2003, the Board of Supervisors approved the construction contract in the amount of \$307,355 to Southwest Pump and Drilling Inc. Drilling was completed to a depth of 1,100 feet on November 23, 2003. Water quality sampling was completed on December 12, 2003 and indicated that the water is high grade and suitable for potable use without treatment. The well has exceeded the production expectations, however, is taking longer than anticipated to clean up. Development by pumping will continue until the sand content conforms with the project specifications. The contract completion date for drilling was January 1, 2004, and the contractor was notified in writing on January 12, 2004 that he is in non-compliance with the contract and may be subject to the penalties as described in the contract.

Estimated total project cost:	\$1,081,067
Start of construction date:	October 2003
Expected completion date:	June 2004

CAO Monthly Status Report

February 23, 2004

Page 9

Update: County Service Area 70, Improvement Zone L (Pinon Hills/Phelan) Reservoirs (Tom Sutton, Special Districts, 387-5967)

A contract in the amount of \$1,997,200 was awarded on January 10, 2003 to construct four new one-million gallon reservoirs. . Reservoir 1A was completed and put on-line with the Department of Health Services (DHS) approval on October 8, Reservoir 1C was put on-line with DHS approval on August 27, Reservoir 2C was put on-line with DHS approval on July 10, and Reservoir 1B was put on-line with DHS approval on December 1, 2003. Final cleanup is complete and the project finished. The project is funded with California Infrastructure Development Bank funds obtained by the department in 2002-03.

Estimated total project cost:	\$2,250,000
Start of construction date:	March 2004

Update: County Service Area 64 (Spring Valley Lake) Reservoirs, Well No. 7, and 16-inch diameter pipeline (Tom Sutton, Special Districts, 387-5967)

On April 1, 2003, the Board of Supervisors approved an agreement in the amount of \$209,604 (No. 03-303), on behalf of County Service Area 64, for Albert A. Webb Associates Inc. to design and engineer two new 3-million gallon water storage reservoirs; one 2,000 gallon per minute (estimated production) domestic water well; and an interconnecting 16-inch diameter pipeline. The department has received preliminary approval for a loan from the CIEDB, however, the CIEDB Board is short one member and cannot approve actions on new projects at this time.

Estimated total project cost:	\$5,170,000
Estimated start of construction:	March 2004
Expected completion date:	December 2004

Update: County Service Area 70, Improvement Zone J (Oak Hills) Reservoir, Well No. 5, and Pipeline Looping (Tom Sutton, Special Districts, 387-5967)

The Board approved a capital improvement project for the District with the adoption of the District budget on June 24, 2003. The project includes the construction of a 1.75 MG storage reservoir, a 1,200-foot deep 1,000 gallon per minute (anticipated production) well, and various diameter waterlines to close critical loops in the water distribution system. The contract documents and CEQA compliance for the drilling of Well No. 5 are complete. The project will publicly advertise to accept bids on March 2, 2004, with a tentative bid date of March 26, 2004. All other components of the project are in the design phase and the CEQA compliance is complete. The department has received approval from CIEDB for a loan to finance the project.

Estimated total project cost:	\$4,274,600
Estimated start of construction:	March 2004
Expected completion date:	December 2004

Update: County Service Area 70, Improvement Zone B (Silver Lakes) Percolation Pond (Tom Sutton, Special Districts, 387-5967)

The Board with the adoption of the 1998-99 budget initially authorized this project. The project includes the construction of a new effluent storage/percolation pond, metering facilities, and

CAO Monthly Status Report

February 23, 2004

Page 10

the rehabilitation of the existing effluent storage/percolation pond at the Silver lakes Wastewater Treatment Plant. This project will provide increased treatment process reliability and avoid potential violations of the plants waste discharge requirements. The project is currently out to bid and formal bids will be received on February 27, 2004. The Department has received approval for a loan from the State Water Resources Control Board to finance the project.

Estimated total project cost:	\$450,000
Estimated start of construction:	March 2004
Expected completion date:	July 2004

Update: Crestline Sanitation District Maintenance Building (Tom Sutton, Special Districts, 387-5967)

The Board with the adoption of the 1998-99 budget initially authorized this project. The project includes the construction of a new 6,100 square foot pre-engineered building, the conversion of the maintenance bays in the existing building to conference rooms and offices, and miscellaneous other renovations to the existing building. The plans and specifications were completed in March of 2002 and the District received public bids on May 29, 2002. The bids received were \$500,000 above the project estimate and the District decided not to award a contract. The project is currently in the process of implementing a value-engineering proposal to revise the project to reduce the project costs. The project is funded with local district funds.

Estimated total project cost:	\$1,000,000
Estimated start date:	April 2004
Expected completion date:	December 2004

Update: Lenwood/High Desert Estates Sewer System Project (Jeff Rigney, Special Districts, 387-5941)

This project is underway. The first phase (High Desert Estates) is estimated to be complete by the end of March 2004. Phase 2 Lenwood has started and is estimated to be completed in August 2004

Estimated total project cost:	\$7.5 million
Estimated construction cost:	\$4.4 million
Start date:	October 2003

Update: County Service Area 70, Improvement Zone R-39 (Highlands Estates) Road Paving Project (Jeff Rigney, Special Districts, 387-5941)

The community of Highlands Estates passed a \$405 annual service charge assessed on each parcel of land within the boundaries of the district to pave approximately 3.5 miles of dirt roadway. A County Service Area Revolving Loan was obtained for \$400,000 to be repaid by the district. The engineering plans and specifications have been completed and the contract awarded to Vance Corporation.

Estimated project cost:	\$375,000
Estimated start date:	Project is complete

New: Remove grounds shack from outside employee break area – Civic Center Building (Dave Gibson, Facilities Management, 387-2230)

This project is to beautify and make more secure the outdoor break area located in the south parking lot. The dilapidated shack has not been used for a number of years and will be removed. A concrete walkway will be installed to provide a more secure approach to the break area. Completion is scheduled for February 2004.

Update: Replace emergency generator transfer switches at the Central Detention Center/Sheriff Headquarters (Dave Gibson, Facilities Management, 387-2230)

This project will replace deteriorated and unreliable transfer switches for the emergency generators located in the plant operation center for both building facilities. The current switches are original to the jail construction and no longer have replacement parts available for repairs. Replacing the existing transfer switches will ensure a more reliable emergency electrical supply to both facilities. The transfer switches have been ordered. New estimated completion time for this project is the end of March 2004.

Update: Remodel entrance to the Old Hall of Records (Dave Gibson, Facilities Management, 387-2230)

This project will enhance the entranceway to the building. The lobby of this building is in need of an upgrade due to daily heavy traffic. This will provide the public and county employees with a clean, safe and functional entrance to the facility. Completion of this project is scheduled for beginning of March 2004.

OTHER

Update: Performance Indicators for Comparative Productivity, Cost and Outcomes (Valerie Clay, CAO, 387-5410)

The January 12 Management Forum was a countywide workshop on the implementation and use of performance measurement. This included breaking into groups and developing at least two efficiency and two effectiveness measures for each department. In advance of the budget instructions for 2004-05, departments are being asked to finalize and submit their measures to their budget analyst for review. Analysts will continue to work with their assigned departments and to identify other operations indicators and the statistics necessary to measure outcomes for subsequent budgets.

Point-of-Service Customer Feedback (Wally Hill, CAO, 387-5418)

All departments have been asked to begin to solicit "point-of-service" customer feedback at their worksites. Results will be presented as available in future monthly reports.

Internal Services Customer Survey (Wally Hill, CAO, 387-5418)

An Internal Services customer survey was conducted in January – February 2004, using questions similar to those in the telephone survey of external services.

Update: Fire Debris Cleanup Program (Peter Wulfman, Solid Waste Management, 386-8703)

The monitoring/coordination team has been hired. We are in the process of gathering all information and notifying the property owners. A significant number of these letters have been

CAO Monthly Status Report

February 23, 2004

Page 12

returned (with forwarding addresses printed on envelopes) and we are analyzing alternative ways to communicate. We are also pressing for FEMA/State OES to pay for private property cleanup, not just right of way cleanup. The CAO, Wally Hill, has forwarded our request to the State OES Director Dallas Jones, and we are awaiting a response.

New: Fourth Supervisorial District Vacancy Filing Period (Scott Konopasek, ROV, 387-2083)

The Fourth Supervisorial District vacancy will go to election on the November 2, 2004, ballot. Filing period for all persons interested in becoming a candidate will begin July 12, 2004, and continue through August 6, 2004.

Update: Election Activity (Scott Konopasek, ROV, 387-2083)

January 13, 2003 Highland Recall--The Highland Recall Election was the setting for the first successful implementation of touch screen voting in San Bernardino County. Forty-nine poll workers were trained to serve at ten polling places in the City of Highland--10 inspectors, 9 students, and 30 clerks, augmented by permanent Registrar of Voters staff. All polling places opened on time and there were no significant issues or problems reported. This small election provided "hands on" training to better prepare staff for the upcoming countywide election. Overall voter response to the new equipment was very favorable. The election has been certified.

March 2, 2004, Primary Election--The March 2, 2004, Primary Election will be the first countywide election using electronic voting equipment. All staff is focused on preparations for this major election. Sample ballot pamphlets are being printed, and will be mailed January 29. Overseas ballots were mailed January 20; permanent absentee ballots will be mailed the week of February 2. Staff is securing locations for poll worker training, which begins the end of January. Demonstrations and presentations to train voters and increase awareness in the community on the change in voting systems are being conducted throughout the county.

New: Family Literacy Conference (Roberta York, Preschool Services, 387-2492)

On March 12, 2004, the Preschool Services Department will host a conference for parents to share their success stories and strategies with Family Literacy. Some of the topics at the conference will be: Working with English Language Learners, Fatherhood Involvement with Family Literacy, Promoting the Love of Reading and Writing, Establishing a Home Climate that Values Education. The conference will be held at the Department of Behavioral Health in Rialto from 9:00 a.m. to 3:00 p.m. For more information please call Pat Kersee at (909) 386-8250.

Update: GIS Parcel Base Map Completion Project (Leyden Hahn, ISD, 388-5501)

Pilot Status: While the pilot project lasted longer than expected, the outcomes have proven very beneficial. The map assembly process was redesigned to produce higher quality results and to improve production efficiency. Additionally, the base map data model was streamlined and updated to reflect guidelines that were established during the pilot and the county tackled and solved a plethora of difficult issues that will insure that production map automation is effective and of high quality. The original timeline that was set aside to complete the pilot project was reasonable based on what the team knew about the project at the time, however, it is not uncommon for a pilot effort to require an extension in order to resolve important unforeseen issues.

CAO Monthly Status Report

February 23, 2004

Page 13

Production - Service Type 1 (Full Automation, Including Annotation): County data acceptance is scheduled to continue through April 2005.

The timeline for Service Type 2 books was extended from December 31, 2003 to March 5, 2004. The team remains confident that we will meet the Service Type 1 project deadline and complete production by February 2005 and acceptance of these books will extend through April with the project completed in May 2005.

Update: Central Courthouse Seismic Retrofit Project (Gerry Newcombe, CAO, 387-5424, Dan Ojeda, Architecture and Engineering, 387-5025)

The design for the expanded scope has been proceeding and should be completed by October of this year. The consultant contract award to Parsons Brinckerhoff for construction management services will be brought to the Board in February 2004. Also the State historical grant was approved by the Board in mid December 2003.

Total project cost estimate:	A pre-design estimate of \$30,000,000
Design completion date:	August 2004
Expected completion date:	November 2006 – assuming timely acquisition of relocation space

Update: Devore Animal Shelter Kennels (Dan Ojeda, Architecture and Engineering, 3875025)

The kennel contractor, MGF Construction, has started work and has been working on the site work, utility work, and has placed the foundations and part of the floor slab.

Total project cost estimate:	\$517,000
Expected completion date:	March 2004

Update: Utilization of “Free” Labor (Dave Gibson, Facilities Management, 387-2230)

Participants from various HSS and the Probation programs have began helping to maintain the county's facilities. To date, Facilities Management has been provided with 829 hours of volunteer service this fiscal year from both of these valuable programs.

Update: Glen Helen Water System (Dave Gibson, Facilities Management, 387-2230)

The drought conditions continue in the Glen Helen/Devore area. To date, three new wells have been drilled, two completed and one still under construction. As this is the dry time of the year, and in light of having two new wells on line, an old well has been shut down for refurbishing. The well will be repaired and returned into operation prior to the summer months.

Update: Roof Repairs for the Central Detention Center/Sheriff's Headquarters Plant Operations Building and Fontana Complex Plant Operation Building (Dave Gibson, Facilities Management, 387-2230)

Both projects have been completed.

Update: Parking/Wayfinding Signage – Superblock(Dave Gibson, Facilities Management, 387-2230)

The “test” sign is under construction. After reviewing a mock-up, a few suggested changes are being incorporated into the final version. The sign shop and Purchasing-graphics are overseeing the final development.

Update: Utility Budget Analysis (Dave Gibson, Facilities Management, 387-2230)

A draft report has been submitted; changes have been recommended and the final report will be completed in the next few weeks.

Update: Replace card reading/security system in elevators – County Government Center (Dave Gibson, Facilities Management, 387-2230)

This project is to replace an old, malfunctioning security access system in elevators in the County Government Center. The installation of the chambers and elevator system is completed. The second phase consists of card readers on exterior doors. The job-walk was completed for Phase 2 and bids were submitted January 14, 2004. The Sheriff's Department is currently reviewing the project proposals and alternate bid costs. After the Sheriff's Department review, Facilities Management will assist the Sheriff's Department in completing this project.

New: Restroom ADA remodel at the Internal Services Building (ISG) 777 East Rialto Ave., San Bernardino (Dave Gibson, Facilities Management, 387-2230)

This remodel project will ensure an ADA compliant restroom within this building structure to serve both the public and employees. Proposals have been received and the estimated completion of this project will be the end of March 2004.

New: Bike Rack Installation – West Side of County Government Center along North Arrowhead Ave (Dave Gibson, Facilities Management, 387-2230)

This project consists of the installation of a new bike rack for our bike-riding customers and employees. The project is scheduled to be completed by mid-February.

New: Installation of concrete bollards on North Mountain View Ave. San Bernardino (Dave Gibson, Facilities Management, 387-2230)

This project will enhance the overall appearance of this section of the street at the intersection at 4th Street and North Mountain View Ave. These bollards will be replacing the existing metal poles and wood barriers currently present at this street location. Estimated completion: Spring 2004

Update: Procurement Task Force (Aurelio W. De La Torre, Purchasing, 387-2074)

The survey for input on Procurement Policies and Procedures was emailed to departments on January 8, 2004. Twenty-eight surveys have been received and the deadline was extended to January 27, 2004. Purchasing will compile the results and present them to the procurement task force and CAO in February. Input from the Board of Supervisors will also be sought in February or early March.

New: Excellence in Procurement (Aurelio De La Torre, Purchasing, 387-2074)

In 1995, the National Purchasing Institute (NPI) established a program designed to recognize the achievement of organizational excellence in public procurement. For the third year in a row, Purchasing has been selected to receive the Excellence in Procurement Award jointly presented by the National Purchasing Institute, Inc.; the California Association of Public Purchasing Officers (CAPPO); Florida Association of Public Purchasing Officers; and the Institute for Supply Management, Inc (ISM). This award is based upon an extensive rating system and is presented only to those organizations that demonstrate excellence in procurement practices.

Purchasing received high marks for its continuous improvement program, automation, utilization of electronic commerce, professional certification, and environmental purchasing policy. A total of 100 awards were given nationally in 2003, 31 of those in California, with San Bernardino County one of only eight counties in California to receive the award. In addition, San Bernardino County is one of only ten counties nationally receiving the award at least three consecutive years.

WH:va

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